

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp  
**RECEIVED**  
**SECRETARY OF THE SENATE**  
**PUBLIC RECORDS**

**Post-Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

**2018 JUN 27 PM 4:21**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Woodrow Wilson International Center for Scholars

Travel date(s): 29 May 2018 to 01 June 2018

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

**Expenses for Employee:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$215 per person round trip in coach on Amtrak train	\$657 per person	\$133.45	N/A
<input checked="" type="checkbox"/> Actual Amount	\$222 per person for passenger van transport to and from meeting sites			

**Expenses for Accompanying Spouse or Dependent Child (if applicable):**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached itinerary.

6/18/18  
(Date)

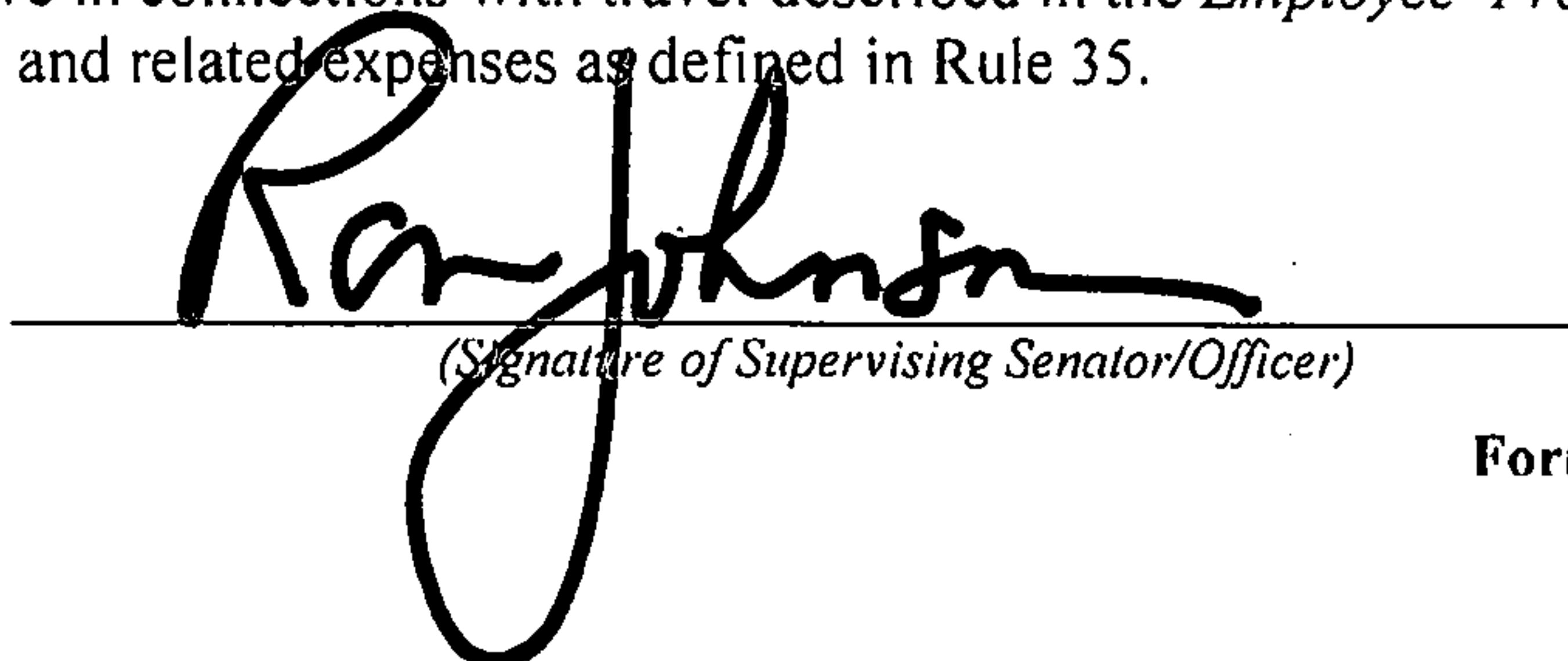
Elizabeth McWhorter  
(Printed name of traveler)

  
(Signature of traveler)

**TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:**

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

6/27/18  
(Date)

  
(Signature of Supervising Senator/Officer)

## Wilson Foreign Policy Fellowship Program 2018 Alumni Staff Delegation to NYC

May 29<sup>st</sup> - June 1<sup>nd</sup>, 2018

### **TUESDAY, MAY 29<sup>TH</sup>**

#### **PARTICIPANTS TRAVEL TO NEW YORK, NY**

- |                |                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:30AM         | <b>PARTICIPANTS MEET AT UNION STATION IN THE WEST HALL (NEAR CHIPOTLE, POTBELLY, ETC.)</b>                                                                                                                                                                                                                                                                                                      |
| 9:10AM         | <b>DEPART DC VIA AMTRAK FROM UNION STATION</b>                                                                                                                                                                                                                                                                                                                                                  |
| 12:40PM        | <b>ARRIVE NEW YORK PENN STATION AND WALK TO HOTEL</b>                                                                                                                                                                                                                                                                                                                                           |
| 12:40 – 1:15PM | <b>TRAVEL TO HOTEL</b>                                                                                                                                                                                                                                                                                                                                                                          |
| 1:15-2:15PM    | <b>HOTEL CHECK-IN</b> <ul style="list-style-type: none"><li>• <b>HOTEL: STEWART HOTEL</b><br/><i>ADDRESS: 371 7<sup>TH</sup> AVENUE, NEW YORK, NY 10001</i><br/><i>PHONE: 212-629-0210</i></li></ul>                                                                                                                                                                                            |
| 2:15PM         | <b>DEPART HOTEL</b>                                                                                                                                                                                                                                                                                                                                                                             |
| 2:15-3:00PM    | <b>TRAVEL TO 9/11 MEMORIAL</b>                                                                                                                                                                                                                                                                                                                                                                  |
| 3:00-5:00PM    | <b>VISIT TO GROUND ZERO AND 9/11 MEMORIAL WITH JAY WEINKAM, EXECUTIVE VICE PRESIDENT</b><br>FOCUS: FRAMING THE STAKES OF AMERICAN COUNTERTERRORISM, FROM 9/11 UNTIL 2018, AN OVERVIEW OF HOMELAND SECURITY, THE BIRTH OF A DEPARTMENT, AND INFORMATION SHARING WITH STATE AND LOCAL GOVERNMENT                                                                                                  |
| 5:00-6:00PM    | <b>RETURN TO HOTEL</b><br>RECAP AND Q&A ON THE BUS WITH ANTHONY ACOCCELLA, ASSISTANT DIRECTOR, OFFICE OF LEGISLATIVE AFFAIRS, DHS                                                                                                                                                                                                                                                               |
| 6:00-7:00PM    | <b>NO PROGRAMMING</b>                                                                                                                                                                                                                                                                                                                                                                           |
| 7:00-9:00PM    | <b>WORKING DINNER WITH JENNIFER PALMIERI, REGIONAL DIRECTOR, OFFICE OF INTELLIGENCE &amp; ANALYSIS, NY/NJ, DHS</b><br>FOCUS: ARE WE SAFER? DISCUSSION ON THE CURRENT STATE OF SECURITY IN NEW YORK CITY BY DHS REGIONAL DIRECTOR; ARE WE SAFER THAN WE WERE BEFORE 9/11?<br>OVERVIEW OF THE CURRENT THREAT LANDSCAPE LOCALLY AND NATIONALLY<br>LOCATION: BIRICCHINO, 260 W 29 ST, NEW YORK CITY |

FOR OFFICIAL USE ONLY



**WEDNESDAY, MAY 30ST**

**Focus: 9/11 and Protecting Our Homeland**  
***Business Casual Attire***

8:30AM	<b>DEPART HOTEL – MEET IN LOBBY</b>
8:30 -9:00AM	<b>TRAVEL TO THE NEW YORK STOCK EXCHANGE</b>
9:00-10:00AM	<b>VISIT TO THE NEW YORK STOCK EXCHANGE TO INCLUDE MORNING BELL AND TOUR OF OPERATIONS WITH KEVIN FITZGIBBONS, CHIEF SECURITY OFFICER</b> FOCUS: PUBLIC-PRIVATE PARTNERSHIPS IN PROTECTING CRITICAL INFRASTRUCTURE; FINANCIAL SECTOR AS A VITAL COMPONENT OF OUR NATION’S CRITICAL INFRASTRUCTURE; NEW POTENTIAL RISKS TO THAT SECTOR LOCATION: 2 BROAD STREET, NEW YORK, NEW YORK, 10005
10:00-10:30AM	<b>TRAVEL TO THE LOWER MANHATTAN SECURITY INITIATIVE</b>
10:30AM - 12:00 PM	<b>BRIEFING WITH NYPD INTELLIGENCE UNIT, LOWER MANHATTAN SECURITY INITIATIVE, TO INCLUDE DHS REPRESENTATIVES</b> <i>55 BROADWAY, 28TH FLOOR, NEW YORK, NEW YORK 10006</i> FOCUS: IN THE AFTERMATH OF 9/11, EVERY MAJOR SECURITY, LAW ENFORCEMENT, AND INTELLIGENCE ORGANIZATION INITIATED CHANGES TO ADDRESS THE LOOMING TERRORIST THREAT. NONE MADE MORE PROFOUND CHANGES TO ITS INTELLIGENCE STRUCTURE, OPERATIONS, AND CULTURE THAN THE NEW YORK CITY POLICE DEPARTMENT (NYPD). BRIEFING ON INTELLIGENCE COOPERATION; LAW ENFORCEMENT’S ROLE IN COUNTERTERRORISM: IDEAS, INNOVATION, INTEGRATION, CYBER INTELLIGENCE, DEMOGRAPHICS AND INTELLIGENCE, INVESTIGATIONS <ul style="list-style-type: none"><li>• OVERVIEW BRIEFINGS ON NYPD DOMAIN AWARENESS SYSTEM AND NYPD INTELLIGENCE BUREAU</li><li>• TOUR OF NYPD JOINT OPERATIONS CENTER</li></ul>
12:00-12:30PM	<b>TRAVEL TO LUNCH LOCATION</b>
12:30 -2:00 PM	<b>WORKING LUNCH WITH LT MIKE THOMPSON, DEPUTY HOUSE LIAISON, UNITED STATES COAST GUARD (USCG)</b> FOCUS: THE COAST GUARD PROTECTS AND DEFENDS MORE THAN 100,000 MILES OF U.S. COASTLINE AND INLAND WATERWAYS, AND SAFEGUARDS AN EXCLUSIVE ECONOMIC ZONE (EEZ) ENCOMPASSING 4.5 MILLION SQUARE MILES STRETCHING FROM NORTH OF THE ARCTIC CIRCLE TO SOUTH OF THE EQUATOR, FROM PUERTO RICO TO GUAM, ENCOMPASSING NINE TIME ZONES – THE LARGEST EEZ IN THE WORLD. OUR DISCUSSION WILL PROVIDE AN OVERVIEW OF THE COAST GUARD OPERATIONS REGIONALLY AND NATIONALLY. LOCATION: <i>HARRY’S ITALIAN, 2 GOLD STREET, NEW YORK, NY 10038</i>
2:00-2:30PM	<b>TRAVEL TO USCG SECTOR NEW YORK</b>
2:30-5:30PM	<b>PORT SECURITY BRIEFING AND TOUR WITH SECTOR NEW YORK LEADERSHIP TEAM, USCG SECTOR NEW YORK</b>

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FOCUS: PORT SECURITY, USCG MISSIONS, MARITIME LAW ENFORCEMENT, MARITIME TERRORISM PREVENTION AND SECURITY ENHANCEMENT, SECURING AND MANAGING OUR BORDERS, ENFORCING AND ADMINISTERING IMMIGRATION LAWS, NATIONAL PREPAREDNESS AND RESILIENCE

LOCATION: 212 COAST GUARD DRIVE, STATEN ISLAND, NEW YORK, 10305

- ARRIVE USCG SECTOR NEW YORK (STATEN ISLAND)
  - AREA OF RESPONSIBILITY OVERVIEW AND OPERATIONS BRIEFING
  - SECTOR NEW YORK TOUR
  - COMMAND CENTER TOUR
  - HARBOR FAMILIARIZATION
  - UNDERSTANDING OFFSHORE CHALLENGES OF LOWER MANHATTAN BY BOAT

5:30-6:30PM

**RETURN TO HOTEL**

RECAP AND Q&A ON THE BUS WITH ANTHONY ACOCCELLA, OFFICE OF LEGISLATIVE AFFAIRS, DHS

**END OF PROGRAMMING - PARTICIPANTS TO ACQUIRE DINNER BY THEIR OWN MEANS**

**THURSDAY, MAY 31ST**

**Focus: Aviation, Port Security, and Law Enforcement**

***Business Casual Attire***

**NOTE:** We were supposed to meet with Customs Border Protection at Newark Port on Thursday morning, but the port had an incident the day prior and cancelled all visits. Instead, we were briefed by the Secret Service on Thursday morning.

8:00AM

**DEPART HOTEL – MEET IN LOBBY**

8:00 - 9:00AM

**TRAVEL TO UNITED STATES SECRET SERVICE FIELD OFFICE**

9:00 – 11:00AM

**DISCUSSION WITH SECRET SERVICE**

FOCUS: SECURING NEW YORK CITY DURING NATIONAL SECURITY SPECIAL EVENTS, PRESIDENTIAL ARRIVALS AND UNITED NATIONS GENERAL ASSEMBLY

LOCATION: 335 ADAMS ST, BROOKLYN NY 11201

11:00 - 12:30PM

**BRIEFING WITH REPRESENTATIVE MICHAEL MCCARTHY, DEPUTY SPECIAL AGENT, HOMELAND SECURITY INVESTIGATIONS (HSI)**

FOCUS: ICE AND HOMELAND SECURITY INVESTIGATIONS

LOCATION: 335 ADAMS ST, BROOKLYN NY 11201

12:30 -1:15PM

**LUNCH**

LOCATION: PARK PLAZA DINER; 220 CADMAN PLAZA W BROOKLYN, NY 11201

1:15 – 2:15PM

**TRAVEL TO JFK**

RECAP AND Q&A ON THE BUS WITH ANTHONY ACOCCELLA, ASSOCIATE DIRECTOR, LEGISLATIVE AFFAIRS, DHS

JFK INTERNATIONAL AIRPORT

FOR OFFICIAL USE ONLY



ANDREW RENNA, CHIEF OF STAFF, M (347) 242-4434

2:15PM – 3:30PM

**INTERNATIONAL MAIL FACILITY (IMF)**

- OBSERVATION OF CBP ENFORCEMENT AND INTERDICTION PROCESSES TO INCLUDE EFFORTS TO COMBAT THE SMUGGLING OF OPIOIDS AND OTHER SYNTHETIC NARCOTICS THROUGH INTERNATIONAL MAIL.
- NARCOTICS AND AGRICULTURE K9 DETECTION DEMONSTRATIONS.
- TOUR OF CBP DETENTION ROOM AND DISCUSSION OF OVERALL THREATS CONFRONTED IN MAIL ENVIRONMENT.

3:30PM – 3:45PM

**TRAVEL TO TERMINAL FOUR**

3:45PM – 4:30PM

**TERMINAL FOUR / PASSENGER OPERATIONS**

- WALK-THROUGH BRIEFING TO INCLUDE:
  - PASSPORT CONTROL PRIMARY
  - PASSPORT CONTROL SECONDARY
  - GLOBAL ENTRY
  - MODIFIED EGRESS
  - AUTOMATED PASSPORT CONTROL
  - MOBILE PASSPORT CONTROL
  - 1:1 FACIAL COMPARISON
  - AGRICULTURE OPERATIONS.

4:30PM – 5:00PM

**TERMINAL FOUR / TACTICAL OPERATIONS**

- WALKING TOUR/BRIEFING OF THE PASSENGER ANALYTICAL UNIT TO INCLUDE:
  - IMMIGRATION AND TERRORISM TARGETING GROUPS
  - REGIONAL CARRIER LIAISON GROUP.

5:00PM

**CONCLUDE CBP PORTION**

5:00 - 6:15PM

**TRANSPORTATION SECURITY ADMINISTRATION OPERATIONS AT JFK INTERNATIONAL AIRPORT -BRIEFING WITH BEHAVIORAL DETECTION OFFICERS, K-9 INSPECTION TEAMS, TRANSPORTATION SECURITY OFFICERS**  
*QUEENS, NY 11430*  
FOCUS: AIR PASSENGER AND LUGGAGE SECURITY

- OVERVIEW BRIEFING AND Q&A
- CHECKPOINT OPERATIONS
- BAGGAGE SCREENING
- CANINE DEMONSTRATION
- LIQUID/X-RAY SCREENING
- TSA PRE✓®
- KNOWN CREW MEMBER
- BEHAVIORAL DETECTION OFFICERS

6:15 – 7:30PM

**RETURN TO HOTEL**

RECAP AND Q&A ON THE BUS WITH ANTHONY ACOCCELLA, ASSOCIATE DIRECTOR, LEGISLATIVE AFFAIRS, DHS

**END OF PROGRAMMING - PARTICIPANTS TO ACQUIRE DINNER BY THEIR OWN MEANS**  
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**FRIDAY, JUNE 1ST**

## Focus: Transportation Security and Counterterrorism

### *Business Casual Attire*

8:00AM

**MEET IN HOTEL LOBBY WITH LUGGAGE AND WALK TO PENN STATION**

8:30-11:30AM

## CRITICAL INFRASTRUCTURE VISIT AT PENN STATION

LOCATION: 234 WEST 33<sup>RD</sup> STREET, NEW YORK, NEW YORK 10001

- (8:30-10:00AM) TOUR OPERATIONS AND DISCUSS CHALLENGES OF RAIL SECURITY
  - AMTRAK LEADERSHIP AND POLICE
  - NEW YORK METRO TRANSIT AUTHORITY
  - DHS LAW ENFORCEMENT
- (10:15-11:30AM) BRIEFING AND OUTDOOR DEMONSTRATION OF DHS COUNTERING WEAPONS OF MASS DESTRUCTION/DOMESTIC NUCLEAR DETECTION OFFICE AND SECURING THE CITIES (STC) PROGRAM
  - INTRODUCE THE OBSERVER TO AN ACTUAL NYPD OPERATIONAL RADIATION DETECTION CHOKE POINT. NYPD DEPLOYS IN THIS CAPACITY TO RANDOM LOCATIONS ON A DAILY BASIS.
  - NYPD WILL POSITION MOBILE DETECTION SYSTEMS AND OTHER EQUIPMENT ON A STREET IN MANHATTAN TO SCREEN VEHICULAR AND PEDESTRIAN TRAFFIC.
  - NYPD WILL DEMONSTRATE THE USE OF THIS EQUIPMENT, EXPLAIN THEIR TACTICS, AND ANSWER QUESTIONS.

11:30AM-12:30PM

**NO PROGRAMMING- PARTICIPANTS TO ACQUIRE LUNCH BY THEIR OWN MEANS**

12:35PM

DEPART NYC VIA AMTRAK FROM NEW YORK PENN STATION

4:20PM

## ARRIVE UNION STATION

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**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

ETHIC MAY 2 18PM 5:01

Name of Traveler: Elizabeth McWhorterEmploying Office/Committee: Homeland Security and Governmental Affairs CommitteePrivate Sponsor(s) (list all): Woodrow Wilson International Center for ScholarsTravel date(s): May 29th, 2018 to June 1st, 2018*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): New York, New York

Explain how this trip is specifically connected to the traveler's official or representational duties:

This trip includes meetings and briefings with NYPD intelligence and various officials within several DHS components that are responsible for protection of homeland critical infrastructure. This directly relates to my responsibilities as the counterterrorism and intelligence lead for HSGAC.

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

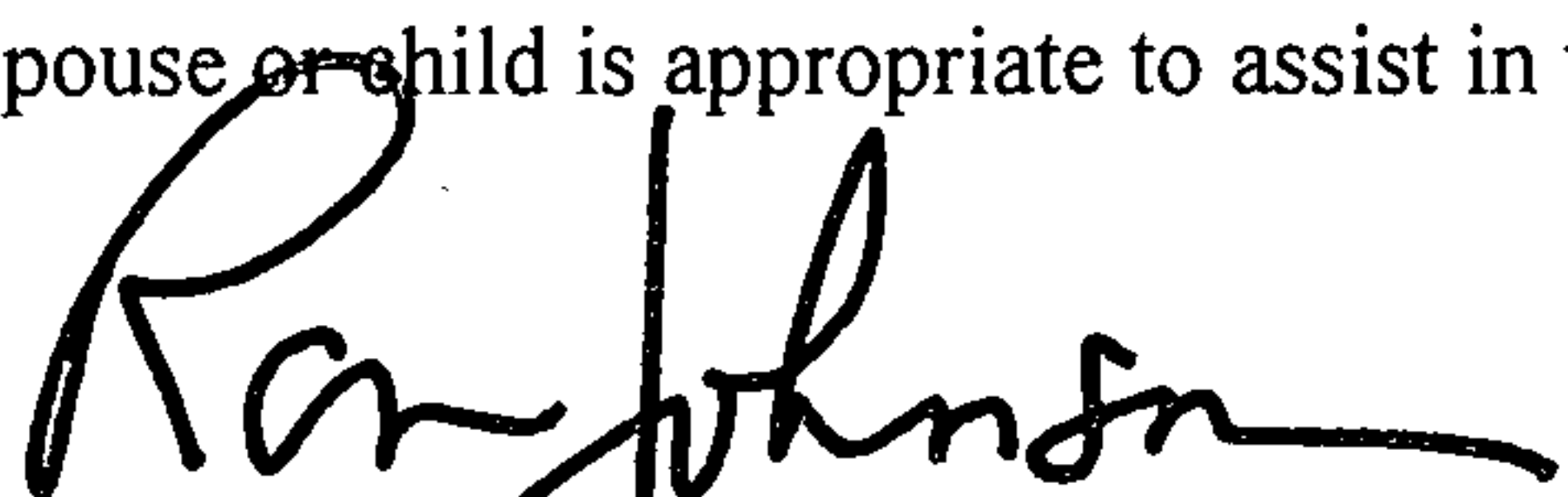
5/2/18  
(Date)  
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Ron Johnson hereby authorize Elizabeth McWhorter  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

5/2/18  
(Date)  
(Signature of Supervising Senator/Officer)



## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- 
1. Sponsor(s) of the trip (please list all sponsors): \_\_\_\_\_  
Woodrow Wilson International Center for Scholars
  2. Description of the trip: Trip for alumni of the Wilson Center Foreign Policy Fellowship Program, focusing on homeland security since 9/11, critical infrastructure, law enforcement, TSA, CBP, USCG, etc.
  3. Dates of travel: Tuesday May 29th to Friday June 1st, 2018
  4. Place of travel: New York City, New York
  5. Name and title of Senate invitees: See attached list.
  6. I *certify* that the trip fits one of the following categories:  
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.  
– OR –  
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
  7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.  
– AND –  
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
  8. I *certify* that:  
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.  
– AND –  
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The trip is wholly organized by the Wilson Center. The Carnegie Corporation of New York provides  
funding to the Foreign Policy Fellowship Program but played no role in selecting participants, choosing the  
destination or planning the itinerary. The Legislative Affairs team of DHS assisted with the itinerary.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

See attached sheet.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

See attached sheet.



15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

See attached sheet.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$186 per person round-trip in coach on Amtrak Train	\$219 per night (\$657 total for 3 nights)	\$74 per day (\$259 total for 3 1/2 days)	
<input type="checkbox"/> Actual Amounts	\$262 per person for passenger van for 3 days transportation to and from site visits			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip was organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

See attached sheet.

19. Name and location of hotel or other lodging facility:

Stewart Hotel, 371 7th Ave, New York, NY 10001

20. Reason(s) for selecting hotel or other lodging facility:

This hotel was selected because of its proximity to Penn Station and many of our site visits. Further, we had previously used this hotel and thus had existing relations and were given below the government rate.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Daily expenses are in line with the maximum rates set for official Federal Government Travel by the GSA.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Participants will be traveling to NYC in coach by rail. Once in NYC, participants will travel to and from site locations in a passenger van on 5/29, 5/30 & 5/31. The site visits on June 1st are within walking distance.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Aaron Jones, Director of Congressional Relations

Name of Organization: Woodrow Wilson International Center for Scholars

Address: 1300 Pennsylvania Ave, NW, Washington, DC 20004

Telephone Number: 202-691-4140

Fax Number:

E-mail Address: aaron.jones@wilsoncenter.org





**List of Invitees Wilson Foreign Policy Fellowship Program Trip to NYC, May/June 2018**

**Senate**

**Name:** Emily Manning

**Title:** Policy Analyst, Senate Foreign Relations Committee

**Name:** Dianne Browning

**Title:** Professional Staff Member, Office of Senator Orrin Hatch

**Name:** Elizabeth McWhorter

**Title:** Senior Professional Staff Member, Homeland Security and Government Affairs Committee

**Name:** Brittany Carmon

**Title:** Executive Assistant/ Special Assistant, Office of Senator Kamala Harris

**Name:** Daniel Stapelkamp

**Title:** Legislative Correspondent, Office of Senator Bob Menendez

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New York City is home to significant sites and facilities illustrating key challenges in securing the homeland (Ground Zero, airports and ports, and others), and sits at the nexus of major federal, state, and local law enforcement efforts. No other destination has the same density of relevant expertise and homeland security infrastructure.